

Suppliers Quality Requirements

In accord to ISO 9001: the following points are valid: 1-2-3*-4-5-6-8-9-13-15-21*

*note: point 3: if required, point 21: traceability system is not mandatory

In accord to AS/EN 9100: the following points are valid: From 1 to 21

The following requirements are applicable, except otherwise specified in the purchase order, or in the drawings, or in the applicable specifications linked to the order:

1. Delivery terms: The delivery terms indicated in the order explicitly or tacitly accepted by the supplier are binding. In the event that confirmed times cannot be respected, even for a single line of the order, Aidro shall be informed in writing.

2. Order acknowledgment: Supplier must always provide acknowledgement of the order even when all its requirements are fully accepted. If the acknowledgement is not received within after five (5) working days of receipt of such order, the latter is deemed to be accepted in all its parts.

3. Certificate of Conformity (CoC): A certificate of conformance from the supplier shall be added to each shipment (packed with the goods) as well as to the accompanying documents
This certificate shall at least contain: - supplier name and address - Aidro purchase order number - P/N, description - batch number and quantity - non conformance reference (if applicable) - statement that the delivered items, with exception of the deviations listed above, comply with the technical specifications of the contract, and after verification and testing completely satisfy - the design documentation, and applicable standards and regulations - name and function of the manufacturer authorized quality control representative.
In case the CoC is missing, Aidro may return the shipment or perform the necessary qualification tests on account of the supplier.

In case the supplier is not the manufacturer, copy of the original manufacturer certificate shall be joined to the suppliers certification, including copy of CoC from all intermediate distributors.

In no way, the supplier shall change the contents of the original manufacturers CoC.

4. Exceeding delivered materials: AIDRO doesn't take responsibility for the materials supplied in excess of quantities referred in this order, even if they were introduced into AIDRO's warehouses. AIDRO will therefore have the right to return these quantities to the supplier at the expense and risk of these. The accepted tolerance of the materials delivered in excess is 0 +/- 10%.

5. Lack of conformity of the goods / guarantee of good operation: faults and defects of the delivered goods will always be reported in writing to the supplier. The complaint regarding such defects and faults, being the goods supplied with the declaration by the supplier that supplied items are free of defects of any kind, can always be invoked by AIDRO at any time after receiving the goods even if the same had already been resold to the end customer.

6. Personnel: Personnel performing work affecting safety and conformity to product requirements shall be competent on the basis of appropriate education, training, skills and experience. The supplier shall maintain the expected level of competence, training and awareness for all work performed for Aidro. Personnel must always be aware of their contribution to product safety and the importance of ethical behavior.

7. Quality System Management: In accord to the product or service to be supplied, the quality management system of the supplier shall comply with the requirements of the ISO 9001 or AS9100 / EN9100 family standard (AS/ EN 9100, AS/EN 9110, AS/EN 9120), applicable to their last available issue.

For some types of supply the certification to these standards issued by an accredited institute can be considered a binding element.

8. Design on drawings, models or specifications: Drawings, models or specifications of the Customers of AIDRO or their licensors can not be copied by the supplier or transmitted to other persons or used by the supplier itself for no other purposes than the provision of the supply.

9. Supply of patented materials: Upon acceptance of the order the supplier takes full responsibility that the materials to be supplied have not been and will not be produced in breach of patents or property rights and guarantees to AIDRO the free and lawfully use and trade of such materials both in Italy and abroad.

10. Counterfeit parts: The supplier shall establish and maintain a counterfeit parts / material prevention and ensure that counterfeit work is not delivered to buyer. The purpose of process shall be to develop a robust procedures to prevent the delivery of counterfeit parts and avoid that parts identified as counterfeit or supposed to be counterfeit will be inserted in the supply chain.

11. Deviation permit: All deviations from the requirements / specifications must be reported in writing to AIDRO before shipment. The supplier will wait until the actions to be taken are defined by AIDRO.

12. Changes management: Should product characteristics, the production processes, main suppliers and/or production facilities have been changed since last delivery, Aidro shall be informed in writing before shipment. Supplier will proceed to shipment after having AIDRO written approval.

13. Right of access: Aidro representatives, their customers and relevant regulatory authorities will have right for access to all suppliers facilities involved in the order and to all applicable records in order to survey or/and verify any aspect of conformance of supplies with the relevant quality, design or contractual requirements. Such survey does not discharge the supplier / manufacturer from his responsibility to deliver the items in due time and according the contractual agreed requirements.

The result of the survey will not be invoked against later rejection in case the items are found to be unacceptable by Aidro or his customer.

14. Sub tier suppliers, subcontractors: The supplier will informe AIDRO about the transfer to subcontractor of the production or a part of this.

The requirements mentioned in the purchasing documents, applicable to the sub tier suppliers / subcontractors of the supplier, shall be passed on by the latter, including key characteristics where required.

15. Suppliers monitoring: Suppliers are evaluated periodically for both conformity (of product, process, and/or service) and on-time delivery. When applicable, suppliers who do not meet supplier expected performances will be issued a corrective action and may be relegated to "Disapproved" status.

16. Manufacturing datasheet: When applicable, manufacturing datasheet – which includes special requirements, critical items, or key characteristics, test, inspection, and verification (including production process verification) – shall be made available to Aidro or its customer upon request.

17. Sampling inspection: When utilizing sampling inspection as a means of product acceptance, the sampling plan shall be justified on the basis of recognized statistical principles and appropriate for use (e.g.: matching the sampling plan to the criticality of the product and to the process capability).

18. Special processes: The Supplier shall perform systematic, periodic evaluation of personnel, equipment, methods, and material required in these special processes to ensure positive control at all times. Objective evidence of these evaluations shall be made available to Aidro or its customer upon request. When special processes are applied, those shall be approved by Aidro in agree with specific requirements shared with the supplier.

19. Documented information: Unless otherwise stated, supplier shall control the established documented information to provide evidence of conformity to requirements and retain them for the entire life of the product (LoP). Documented information retained as evidence of conformity shall be protected from unintended alterations. When documented information is managed electronically, data protection processes shall be defined (e.g., protection from loss, unauthorized changes, unintended alteration, corruption, physical damage). Any destruction of a quality record should be submitted to the prior approval of Aidro.

20. Split deliveries: when applicable, the delivery for each Purchase Order line shall be of same batch i.e., made of same materials and same process. Split deliveries for the same Purchase Order line may not be done without Aidro's written approval.

21. Post-delivery activities: if the supplier detects a non-conformity or problems of various kinds related to the product already delivered, the supplier must take appropriate measures, including an immediate communication to AIDRO, investigations and reports. For this, the supplier must implement a traceability system appropriate to the type of supply.